

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

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**CDBG
Community Development Block Grant Program****MANAGEMENT MEMORANDUM
Memorandum Number 08-06**

Date: October 21, 2008

To: All Grantees, Eligible Jurisdictions, and Interested Parties

SUBJECT: 1) New Contact Person for Wage Determination Requests
2) New Semi Annual Labor Standards Enforcement Report

New Contact Person for Wage Determination Requests

Federal wage determinations must be obtained for CDBG funded projects per federal regulations. Jon Diedesch is the new contact person for obtaining federal wage determinations for the State CDBG Program. See Chapter 5 of the 2008 Grant Management Manual for the Wage Determination Request Form. The form may be submitted via e-mail to:

Jon Diedesch, CDBG-Economic Development Representative
Phone No.: 916-319-8402
Email: jdiedesch@hcd.ca.gov

Also forward a copy of the Wage Determination Request to jurisdiction's assigned CDBG representative.

Jon Diedesch and John Burke are the new CDBG Labor Standards Specialists. However, any questions regarding the Wage Determination Request or Davis Bacon and related Acts as they pertain to specific CDBG funded construction projects should be directed to the jurisdiction's assigned CDBG representative first. The CDBG representative will consult with the labor standards specialist on more complex issues and provide appropriate response to the jurisdiction/consultant.

New Semi-Annual Labor Standards Enforcement Report Forms

Effective immediately, two new enforcement report forms, HUD Form 4710 and Section 5.7 Enforcement Report (copies attached), are to be used for CDBG funded construction projects (open grant and program income). The reporting periods are shown on the report forms. Reports are due by October 31st and April 30th of each year during the term of the construction contract. Final wage compliance reports are due 30 days after the final payment of the construction contract. Note: some CDBG grant contracts have the wrong report period listed, please use the report period submission dates in this memo.

The Section 5.7 reports must be submitted with each semi-annual labor standards report when there are underpayments by the contractors of \$1,000 or more. Copies of all reports submitted to the Department must also be on file at the jurisdiction at time of monitoring. All Section 5.7 and Semi-Annual Labor Standards reports must be submitted to Jon Diedesch at the mailing address below **and** also cc your assigned CDBG representative.

Jon Diedesch
HCD – CDBG Program
1800 Third Street, Room 330
Sacramento, CA 95811

These new reports will be incorporated into Chapter 10 of the current Grant Management Manual. Please contact the CDBG General or Economic Development Representative assigned to your jurisdiction if you have any questions. A list of the CDBG Representatives can be found on the Department's website at <http://www.hcd.ca.gov/fa/cdbg/info.html> or by calling (916) 552-9398.

Attachments